



MINUTES OF THE BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

Violet Varona-Lukens, Executive Officer
Clerk of the Board of Supervisors
383 Kenneth Hahn Hall of Administration
Los Angeles, California 90012

Chief Administrative Officer
Auditor-Controller
Chief Deputy Director,
Community and Senior Services
Director of Public Social Services

At its meeting held December 14, 2004, the Board took the following action:

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The following item was called up for consideration:

The Chief Administrative Officer's joint recommendation with the Auditor-Controller, Director of Public Social Services and Chief Deputy of Community and Senior Services to authorize the transfer of administrative responsibility for the Domestic Violence (DV) Council from the Department of Community and Senior Services to the Executive Office, Board of Supervisors, effective January 1, 2005; also authorize the transfer of administrative responsibility for the Community Services Block Grant (CSBG) Program, Office of Traffic Safety (OTS), and Refugee Employment Program (REP) from the Department of Community and Senior Services to the Department of Public Social Services, effective April 1, 2005; and approve the following related actions:

Approve appropriation adjustment for Fiscal Year 2004-05 in amount of \$3.9 million, reflecting the transfer of Federal and State revenue from the Department of Community and Senior Services to the Department of Public Social Services, to enable the Department of Public Social Services to begin administration of CSBG, OTS and REP, with no net County cost;

Approve interim ordinance authority for the Executive Officer of the Board of Supervisors for one Administrative Services Manager I to enable the Executive Office to begin the administration of the DV Council; and authorize the Executive Officer to fill this position, with the cost to be fully offset by Intra-Fund Transfer from the Department of Community and Senior Services, with no net County cost;

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Approve interim ordinance authority for the Director of Public Social Services for 31 positions to enable the Department of Public Social Services to begin the administration of the CSBG, OTS and REP programs; and authorize the Director of Public Social services to fill the positions by transferring staff from the Department of Community and Senior Services;

Authorize the Director of Public Social Services to prepare and execute contract amendments with ten REP service providers, to extend the current contracts on a month-to-month basis, effective July 1, 2005 through June 30, 2006 or until new contracts are in place, whichever is sooner, at a total estimated monthly cost of \$345,000, fully funded with Refugee Employment and Social Services and Target Assistance program allocations, with no net County cost;

Approve the revised Department of Community and Senior Services organizational structure; and

Instruct the Chief Administrative Officer, County Counsel and Chief Deputy Director of the Department of Community and Senior Services to develop a non-financial Memorandum of Understanding between the Workforce Investment Board and the County.

Supervisor Burke made the following statement:

“The Chief Administrative Officer has recommended the transfer of the Community Services Block Grant Program (CSBG) from the Department of Community and Senior Services to the Department of Public Social Services in an effort to improve delivery service efficiencies.

“In light of the crucial services that are delivered through the CSBG Program, it is imperative that the Board take all steps necessary to ensure a smooth and efficient transition from one department to another.”

Bryce Yokomizo, Director of Public Social Services, Cynthia Banks, Chief Deputy Director of Community and Senior Services and Cheryl Branch, Project Director for the Community Services Block Grant Program, addressed the Board.

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After discussion, on motion of Supervisor Molina, seconded by Supervisor Knabe, unanimously carried, the Board adopted the Chief Administrative Officer's attached joint recommendation with the Auditor-Controller, Director of Public Social Services and Chief Deputy Director of Community and Senior Services, and took the following related actions:

1. Instructed the Chief Administrative Officer to:
 - Review the effectiveness of the transfer of CSBG from Community and Senior Services (CSS) to the Department of Public Social Services after a full year of implementation;
 - Report back to the Board with findings and any recommendations by March 1, 2006; and
 - Return to the Board with the corresponding appropriations reductions in CSS salaries budget to account for the positions transferred; and
2. Instructed the Director of Public Social Services and the Chief Deputy Director of Community and Senior Services to report back to the Board within 30 days with:
 - Contact requirements between the agencies and Departmental staff who administer the Community Services Block Grant program; and
 - Options for work locations more centrally located to the First and Second Supervisorial Districts for the 33 employees that service constituents, as an alternative for the Department of Public Social Services' City of Industry location.

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Attachment

Copies distributed:
Each Supervisor
County Counsel